

**Questions and Answers from Potential Grantees About the Disproportionate
Minority Contact Reduction in Boston Application for Grant Funds
As of December 5, 2004**

This document contains questions and answer from the Bidders' Conference and from written communication with EOPS. At the end of the document, other potential questions and answers are listed.

**QUESTIONS FROM THE BIDDERS' CONFERENCE AND QUESTIONS ASKED
DIRECTLY TO EOPS**

1. Why isn't the application on COMPASS?
 - We want the applications to be uniformed throughout EOPS.
 - We also want ease of use for applicants.
2. If we are not a governmental agency, do we have to show that we have been rejected by local government to be eligible to apply?
 - Under a strict reading of the federal statutory framework, a letter of rejection from a unit of local government would clearly meet the prerequisite eligibility requirement for non-governmental applicants. While a rejection letter may be the best evidence to determine eligibility, the Programs Division will work with any potential participant to review their particular circumstances and require adequate and appropriate documentation to meet the federal mandate. The federal law contemplates some evidence of an organization's attempt to fund a program prior to seeking a grant through this program. At a minimum, the Programs Division will require documented efforts to fund a proposal through other means or organizations (i.e. evidence of submitting proposals, meetings or making presentations for funding from local units of government).
 - Approvals will be made through a case-by-case basis. Email Elizabeth Spinney if you have any questions: Elizabeth.Spinney@state.ma.us.
3. If we haven't already applied and been rejected by another local government, can we still apply?
 - Grant is targeted to units of government and private agencies with no availability to get funding who have tried in the past. See Answer to Question 2 above.
4. If a non-profit has already designed a program, but the local government agency doesn't have any money for this, what do they do?
 - See Answer to Question No. 2. above. In this particular circumstance, the Federal government recommends that you should show in the application that you've already gone to a local government with the idea, and that the local government likes the idea but they have no money to give out for it. Such a scenario will most likely meet the minimum federal thresholds for demonstrating eligibility for a direct award.

5. If a program has been denied money from the Federal government, not a local government, can they still qualify for the grant?
 - Possibly, but EOPS will need more specific information. Rejection by the federal government may be considered to determine direct award eligibility.
 - Contact Elizabeth Spinney if you have a specific circumstance you want considered: Elizabeth.Spinney@state.ma.us.
6. Does EOPS provide DYS with guidance about who to partner with?
 - No, DYS may be a bidder.
7. Please expand on what you mean by “Systems Change.”
 - “Systems Change” refers to changes in the system and the way the system makes decisions about detention.
 - Examples could include the modification and enhancement of existing policies, diversification of personnel, developing objective Risk Assessment Instruments that guide detention placement decisions, etc.
8. Do you have to do all three (direct services, training & education and systems change)?
 - No, that’s not feasible with the funding that’s available.
9. Do we need to describe a 3-year timeline of activities?
 - Yes.
 - Ideal situation is funding one program for the 3 year project period.
10. Our program already receives some funding from EOPS through the OAG and we got money up front to cover advertising expenses. Will that continue to happen?
 - Advances are generally not allowed under reimbursable federal programs.
11. If a program did partner with a local or state agency would they automatically become the fiscal agency?
 - The Executive Office of Public Safety will make the final decision on the fiscal agent according to EOPS policy and state finance law.
12. Are organizations who have members in JJAC prohibited from applying?
 - No. If a member of the JJAC has a relationship with an agency, organization or unit of local government that is applying for a grant, the member would excuse himself/herself from any discussion or voting.
 - Specific questions regarding a members participation, however, should be referred to the State Ethics Commission for advice.
13. Has there been any concern raised about unintended discriminatory services with the wording “only serving minority kids?”
 - The programs don’t have to only serve kids of color

14. In the application where it says to list all grants (#6 on page 16 of the application), does that mean all grants the organization has or the agency targeted has?
 - You should list all of the grants that the organization has.
15. Beside the scoring, what are the other components used to review the grants (referring to page 12 of the application where it says, “While the application score is the most significant factor in decision-making about grant funds, it is not the sole factor. Other components may be incorporated in to the funding decision process.”)?
 - The Programs Division, JJAC and EOPS reserve the right to consider other factors in addition to score. Maximization of limited funding, geographic dispersment and geographic need are some examples that may be considered in connection with the awards. These examples are not intended to be exclusive.
16. Will there be technical assistance during the process of the application or after it’s been done?
 - EOPS will provide technical assistance if it is requested during the grant-writing process. Technical assistance requests must be submitted in writing by Monday, December 6, 2004 to Elizabeth Spinney,
17. Should we write the application following the point values or the program questions?
 - Write your application the questions on pages 14-16 as your guide.
 - It is helpful to get other people to look at the application once it’s complete.
18. Should we follow the headings in the application or point value heading?
 - Application headings (see pages 14-16).
19. Single or double line spacing?
 - Double spacing
20. Is there a page limit?
 - It’s different for each section.
21. Is there a specific time when the program should start?
 - The Programs Division recognizes that all start dates are tentative and no program receiving funding may begin until a contract is in place. Potential applicants should be prepared to begin their programs as of March 1, 2005 or shortly thereafter.
22. Will the grant follow state or federal contracting year?
 - The grant coincide with either the state of federal fiscal year.

23. What is the definition of detention?
- Detention is the holding of a child charged with an offense in custody pending to the posting of bail or resolution of the case. It does not refer to youth who are committed to DYS who are residing in secure or non-secure confinement.
24. Does detention refer to kids who are committed to DYS?
- No. It refers to youth who are awaiting the resolution of their case or the posting of bail in a secure detention facility. It can also refer to youth sent to alternative lockup programs while awaiting arraignment or the posting of bail.
25. Will we want the narrative to address the evaluation?
- The evaluation should be described under Program Goals, Objectives, and Measurement (see page 15 of the application). There is a two-page limit for the description.